

# **Bylaws of the National Education Association – Southern Nevada**

## **Article I – Name & Affiliation**

The name of this Association shall be the National Education Association – Southern Nevada (NEA-SN), an affiliate of the Nevada State Education Association (NSEA) and the National Education Association (NEA).

## **Article II – Mission, Vision, and Core Values**

### **Section 1—Mission**

NEA-SN is a member-driven union committed to advancing the education profession by reclaiming the promise of a quality public education through the engagement of Southern Nevada’s diverse educators, students, and communities. We seek to organize our members and unite locally, statewide, and nationally to use our collective voices to advocate for our profession.

### **Section 2—Vision**

Through the engagement and collective voices of our members, NEA-SN will forge positive relationships with all stakeholders to become the preeminent, trusted voice of educators in achieving the goal of elevating public schools in Clark County.

### **Section 3--Core Values**

These principles guide our work and define our mission:

#### **Member Driven.**

- We believe that a strong union is a member-driven, member-centered
- organization that respects educator’s voices and is responsive to the varied needs of education professionals.

#### **Equal Opportunity.**

- We believe public education is the gateway to opportunity. All students have the human and civil right to a quality public education that develops their potential, independence, and character.

#### **A Just Community.**

- We believe public education is vital to building respect for the worth, dignity, and equality of every individual in our diverse community.

**Democracy.**

- We believe public education is the cornerstone of our Republic. Public education provides individuals with the skills to be involved, informed, and engaged in our representative democracy.

**Professionalism.**

- We believe that the expertise and judgment of education professionals are critical to student success. We maintain the highest professional standards, and we expect the status, compensation, and respect due all professionals.

**Partnership.**

- We believe partnerships with parents, families, communities, and other stakeholders are essential to quality public education and student success.

**Collective Action.**

- We believe individuals are strengthened when they work together for the common good. As education professionals, we improve both our professional status and the quality of public education when we unite and advocate collectively.

**Article III – Membership.**

**Section 1 - Membership Categories**

1. Active membership shall be open to any person who is a full-time or part-time certified education professional employee of the Clark County School District, or who is on limited leave of absence from professional educational work from the Clark County School District. In addition, Active member to include certificated educational employees who have limited break in service as part of retiring and filling critical needs areas.
2. Retired membership of the NEA-SN is open to any person who is a retired certified education professional employee of the Clark County School District with at least five years as an NSEA/NEA member. Retired members of the NSEA-SN shall be required to be members of the Clark Retired Educator Association (CREA) and Nevada State Education Association—Retired (NSEA-R). Retired members shall be eligible to serve on committees. Retired members may participate in any applicable membership benefits and insurance programs. Retired members are not eligible to hold elective office.
3. Reserve membership shall be open to any person on a leave of absence of at least six months from the employment that qualifies him/her for active membership, or has held active membership in the NEA-SN/NSEA/NEA-SN but whose employment status no longer qualifies that individual for such membership.
4. Student Membership shall be open to students enrolled in teacher education programs that are student teaching in the Clark County School District. may Student members who maintain membership in the NEA through NSEA shall also join the NSEA and their local student chapter, where they exist. Student

members may participate in economic benefits and insurance programs. Student members shall be eligible to serve on committees. Student members are not eligible to hold elective office.

5. Associate Membership. Associate membership shall be open to any person who is not eligible for active membership and they may become an associate member when an application has been accepted and approved by the NEA-SN Board of Directors.

## **Section 2 - Eligibility**

Membership may be granted upon signing the proscribed membership form and making arrangements for the payment of annual Association/NSEA/NEA dues.

1. Official membership in NEA-SN is subject to approval by the NEA-SN Board of Directors. If a prospective member is rejected by the Board of Directors, the applicant can appeal the decision to the NEA-SN Leadership Council.
2. Membership shall be continuous unless terminated for cause.
3. The right to vote and to hold elective office within the Association shall be limited to Active members.
4. Active members shall be eligible to vote in all elections, hold elective office or appointive position, receive special services, obtain assistance in the protection of professional and civil rights, and receive reports and publications of the Association.
5. Active members shall adhere to the NEA Code of Ethics of the Education Profession.
6. The rights to and privileges of membership shall not be abridged in any way because of age, sex, race, color, ethnic group, marital status, national origin, sexual orientation, gender identity, religious affiliation or lack thereof.
7. No member may be censured by, suspended, disciplined or expelled from the Association without a due process hearing, which shall include an appropriate appellate procedure.
8. The membership year shall be that period of time from September 1 of any given calendar year through August 31 of the following calendar year, inclusive.

## **Section 3 – Rights and Responsibilities**

All Active Members shall be eligible to receive special services, to obtain assistance in the protection of professional and civil rights, and to receive reports and publications of the Association.

## **Section 4 – Membership and Fiscal Year**

The membership and fiscal year shall be from September 1 through August 31.

## **Section 5 – Membership Dues**

NEA-SN local dues for Active Members will be set by the Leadership Council. The NEA-SN Board of Directors subject to the approval of a majority of the Leadership Council will set local dues for all other membership categories.

## **Section 6 – General Membership Meetings**

General Membership Meetings may be called by the President, the Executive Board, or by written petition of twenty percent (20%) of the Active membership. Notices of the Association meetings including date, place, time, and purpose of the meeting shall be made available to all members of the Association at least two weeks before the meeting except during crisis situations. For emergency meetings during crisis situations, the Board of Directors shall adopt policies to notify the Association membership of meeting dates, places and times. NEA-SN require a certified/registered parliamentarian at all Leadership Council meetings.

## **Article IV – Officers**

### **Section 1**

The officers of the Association shall consist of a President, a Vice President, a Secretary, and a Treasurer.

### **Section 2 – President**

The President shall preside over meetings of the Board of Directors, and the local Leadership Council, create agendas, submit a calendar of Board of Directors meeting for approval of the Board, propose the chairperson and members of committees for Board approval. The President shall be the executive officer of the Association and represent the Association before the public either personally or through delegates, and shall perform the duties prescribed by these Bylaws and by the parliamentary authority adopted by the Association. The President will automatically be a state delegate to state and national assemblies.

It shall be the duty of the outgoing President and the Board of Directors to meet, instruct, transfer information, and perform any other action necessary to ensure efficient, continuous pursuit of Association goals and objectives.

The incoming President shall take office and assume the duties of President upon the conclusion of the Annual NEA Representative Assembly.

An officer or member of the board of directors may serve a maximum of two three-year terms in the same position. If a person replaces a member of the board or officer for more than one year it shall be considered one term. The interim procedures of one year shall not count as a term.

### **Section 3 – Vice President**

The Vice President shall serve in the President's stead if the President is absent or unable to perform the duties of office. The Vice President will work with the

President in attending meetings, briefings and planning sessions as an executive representative of the Association.

#### **Section 4 – Secretary**

The Secretary shall keep accurate minutes of all meetings of the Executive Board, local Leadership Council and any other Association business meetings. The Association Secretary will maintain official files and assist the President with Association correspondence.

#### **Section 5 – Treasurer**

The Treasurer shall hold the funds of the Association and disburse them upon authorization of the Executive Board. The Treasurer shall be responsible for the collection of local dues and shall follow any membership plan authorized by the Executive Board. The Treasurer shall prepare financial reports for monthly meetings of the Board of Directors and local Leadership Council. The Treasurer shall submit an annual budget report to the Executive Board.

#### **Section 6 – Board of Director Qualifications**

All candidates for office of President, Vice-President, Secretary, Treasurer, three (3) Elementary School Directors, three (3) Middle School Directors, three (3) High School Directors, one (1) Itinerant Director and three (3) At-Large Directors shall be active members of the Association. Any active member who is elected to the Board of either NSEA or the NEA shall automatically become a non-voting member of the Executive Board.

#### **Section 7 – Nomination and Election of Executive Board**

##### **A. Interim Procedures**

1. Nominations – Any active Association member may present a nomination for the Executive Board. Nominations will be received from the floor of the of the Constitutional Convention in July 2018.
2. Terms of Office – Members of the Board of Directors shall be elected for the following terms:
  - A. President – 1 year.
  - B. Vice President – 1 year.
  - C. Secretary – 1 year.
  - D. Treasurer – 1 year.
  - E. Directors – 1 year.
3. Directors elected under these interim procedures shall be elected on an at-large basis.

##### **B. Permanent Procedures**

1. Nominations – Any active Association member may present a nomination for the Executive Board. Nominations shall occur at the December Leadership Council meeting. Voting shall take place as specified by the Election Rules during a proscribed period during the month of February.
2. Terms of Office – Members of the Board of Directors shall be elected for the following terms:
  - A. President – 3 years.
  - B. Vice President – 3 years.
  - C. Secretary – 3 years.
  - D. Treasurer – 3 years.
  - E. Directors – 1 to 3 years depending on election outcome during the 2019 election cycle. Those directors elected after the 2019 election cycle shall receive three-year terms. For the 2019 election cycle, the candidate who receives the most votes shall receive a three-year term, the candidate who received the second-most votes shall receive a two-year term, the candidate who received the third-most votes shall receive a one-year term. Ties shall be broken consistent with the adopted election rules.

For the first regular election only, the office vice-president and secretary shall be 2 years.

- C. Board of Director Election – The Executive Officers and Board of Directors of the Association shall be elected by secret ballot. Election dates and procedures will be approved by the Leadership Council. All elections shall be in accordance with the one-person, one-vote principle.

## **Section 8 – Duties and Power of the Officers**

- A. Members of the Board of Directors shall attend all board meetings and local Leadership Council meetings, be responsible for management of Association business, attend local leadership training and planning sessions, and provide advice and counsel to the local President regarding surveys, publications, media contact and other Association planning strategies as needed.
- B. Board of Directors Attendance – Board of Directors will make every effort to attend each Board of Directors meeting. Directors are responsible for obtaining information from any missed meetings by contacting the President or other Directors. If a Director is absent from three (3) consecutive Board meetings or four (4) Board meetings within a school year the President shall notify the Board and make a recommendation that the seat shall be declared vacant. If a seat is declared vacant by a majority vote of the Board, the remainder of the term will be filled by:
  1. The candidate who received the next highest number of votes in the most recent Board of Directors election, if available.

2. If the candidate receiving the highest number of votes is unavailable, a Member may be nominated and elected by a majority of the first local Leadership Council meeting held after the determination of vacancy.

## **Section 9 – Recall**

Elected officials of the Association shall be subject to recall elections.

- A. The recall election shall be held upon a petition of 25% of the Association membership.
- B. The election shall be held at a meeting scheduled not less than thirty (30) and not more than sixty (60) days after receipt of the petition.
- C. Any bylaw violation by NEA-SN officer(s)/Board of Directors will be reported to the Leadership Council for immediate action. Any officer accused of a bylaw violation cannot chair that meeting. Bylaw violation(s) will be determined by a registered/certified Parliamentarian and NEA-SN Board of Directors.

## **Section 10 – Prohibition on Multiple Offices**

No person shall serve concurrently on the NSEA and/or NEA Boards and the NEA-SN Board of Directors as a voting member. The President may serve on the NSEA Board by virtue of his/her position, if such option is available.

## **Article V – Leadership Council**

**Section 1** – The legislative body of this Association shall be known as the Leadership Council. The Leadership Council, comprised of Active members of the Association, derives its powers from and shall be responsible to the Active membership.

The Leadership Council shall be composed of the following Active members:

1. Executive Board;
2. Building Delegates elected on the basis of one-person one-vote;
3. Any members of the Association who is an elected member of the NSEA Delegate Assembly or the NEA Representative Assembly;
4. Building Stewards as prescribed by Board Policy; and
5. Committee Chairpersons, ex-officio non-voting.

## **Section 2 – Selection of Leadership Council**

1. Building Delegates shall be elected by and from the Active membership for each site. Such election shall be by open nominations and by secret ballot, if there are no more nominees than allowable representative, a secret ballot may be omitted.
2. Each building shall be entitled to one representative and one alternate.

3. Active members who are not represented through an individual school site group shall be entitled to representation as established by Board policy.
4. Vacancies: Vacancies in the office of Building Delegate, for whatever cause may be filled by properly elected replacements.
5. Building Representatives shall:
  - a. Attend the regular meetings of the Leadership Council.
  - b. Conduct constant and ongoing communication between the Leadership Council and the Active members of the faculty/site unit;
  - c. Serve as the official channel through which written communications and publications can be easily and quickly transmitted between the Association and the members;
  - d. Represent the views and input of the Active membership of the faculty in votes taken in the Leadership Council, conducting frequent and regular polls of such membership for this purpose; and
  - e. Perform such additional duties as prescribed by the Executive Board.

### **Section 3 – Duties and Powers**

The Leadership Council shall:

1. Establish Association policies and objectives;
2. Adopt the annual budget of the Association on or before the first meeting of the school year;
3. Approve and accept committee reports, and resolutions;
4. Adopt the dues of the Association;
5. Powers not delegated to the Executive Board, the officers or other groups in the Association shall be vested in the Leadership Council.

### **Section 4 – Meetings**

1. The Leadership Council shall meet at least once each school month; the number, place and time of meetings to be decided by the Executive Board.
2. Twenty percent (20%) of representatives constitute a quorum. Members of the Board of Directors shall be members of the Leadership Council.
3. Special meetings of the Leadership Council may be called by the President, the majority of the Executive Board, or by the petition of twenty percent (20%) of the Active membership.
4. Special meetings of the Leadership Council shall be called for a specific purpose and no business other than that for which the meeting is called may be transacted.

## **Article VI – Committees**

### **Section 1 – Appointment of Committees**

Standing committees shall be appointed by the President with approval of the Leadership Council. Special committees, or sub-committees shall be appointed by the President with approval of the Executive Board.

### **Section 2 – Standing Committees**

Standing Committees shall be:

1. Membership;
2. Bylaws;
3. Policy;
4. Member Rights;
5. Governmental Relations;
6. Instruction and Professional Development;
7. Ethnic and Minority Affairs, and
8. Elections.

Members of standing committees shall be appointed for overlapping terms of three (3) years concurrently with that of the President. The President shall propose the chairperson and members of the committees for Board approval. Each committee may, with the approval of the Executive Board, organize special activities from the membership of the Association. The President and/or Vice President shall serve as ex-officio members of all standing committees, except the Elections committee. Each committee shall choose a secretary who shall keep a continuing record of activities.

### **Section 3 – Caucuses**

The Board of Directors shall establish a procedure for the recognition of caucuses to represent the interests of sub-groups of membership within the Association. Upon request of members, the Board shall, at a minimum, establish the following ethnic caucuses: Black, Hispanic, Asian Pacific Islander, and American Indian/Alaskan Native. The chairs of the four above-mentioned caucuses or a chair's appointed designee shall have the right to attend all proceedings of the Board of Directors as non-voting observers.

### **Section 4 – Standing Committee Meetings**

Each standing committee shall meet regularly according to a pre-determined calendar and may hold special meetings at the call of the chairperson.

### **Section 4 – Duties of Standing Committees**

1. Membership Committee – This committee shall organize and carry out a membership drive using local, state and national membership materials.

2. Bylaws Committee – This committee shall meet to review the bylaws and propose alterations, if necessary.
3. Policy Committee – This committee shall meet to review the policies and propose alterations, if necessary
4. Member Rights Committee – This committee shall work to help assure members of due process and keep the membership informed of developments in teacher responsibilities. The Member Rights Committee shall be open to all active and credentialed stewards. The Chair of the Committee shall be the Vice-President of NEA-SN.
5. Government Relations – This committee shall keep members current on legislative and other governmental agencies activity at the state and national levels; coordinate legislative efforts of approved educational concerns; and conduct membership awareness campaigns to ensure that members know and exercise their political rights and responsibilities.
6. Instruction and Professional Development – This committee shall maintain an ongoing evaluation of curriculum and instruction; make recommendations as needs are identified; act as an advisory group on instructional affairs; and conduct membership surveys concerning instructional issues.
7. Ethnic and Minority Affairs Committee – This committee shall develop, plan and implement ethnic minority programs and activities; develop a communications system to communicate activities to all minorities and other members within the local; work to assure ethnic minority participation in all Association activities.
8. Elections Committee—This committee is responsible for conducting elections for all officers, and bylaw amendments presented at the Leadership Council and other NEA-SN elections as directed by the President and/or the Board of Directors.
9. Together in Politics (TIP)—This committee is responsible for establishing political recommendations and endorsements on behalf of the Association consistent with Board policy.
10. Review Board—This committee is responsible for conducting hearings into matters related to membership and membership revocation. Such hearings shall be conducted in compliance with the principles of due process. The Board shall establish a policy to govern the conduct of the Review Board.

## **Section 5 – Special Committees**

Special Committees shall be appointed by the President as deemed necessary to carry on the work of the Association.

## **Article VII – Election of Delegates**

### **Section 1 – Delegates to NEA Representative Assembly**

Delegates to the NEA Representative Assembly shall be elected in compliance with Article III of the NEA Constitution and Bylaws.

### **Section 2 – Delegates to NSEA Delegate Assembly**

Delegates to the NSEA Delegate Assembly shall be elected in compliance with Article III of the NSEA Bylaws.

### **Section 3 – Minority Representation**

The Association shall take such steps as are legally permissible to achieve ethnic-minority representation at least proportional to its ethnic minority membership.

### **Article VIII – Parliamentary Authority**

Roberts Rules Newly Revised shall be the parliamentary authority for the Association on all questions not covered by the Bylaws and such standing rules as the Representative Council may adopt.

### **Article IX – Amendment to Bylaws**

These Bylaws may be amended by amended by a two-thirds (2/3) vote at the March regular meeting of the Leadership Council provided that proposed amendments have been previously studied by the Leadership Council and that copies have been sent to members of the Leadership Council at least fourteen (14) days prior to the April regular meeting of the Leadership Council. The vote on any proposed amendments shall be held at the April regular meeting of the Leadership Council.

## **ARCHIVE NOTES**

*These Bylaws were approved by the 2018 Constitutional Convention. (See minutes date July 20-21, 2018.) These Bylaws became effective July 21, 2018.*